



JAMES A. NOYES, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

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IN REPLY PLEASE
REFER TO FILE: **W-0**

December 19, 2002

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**LOS ANGELES COUNTY WATERWORKS DISTRICTS NOS. 29, MALIBU, AND
MARINA DEL REY; 36, VAL VERDE; 37, ACTON; AND 40,
ANTELOPE VALLEY
VULNERABILITY ASSESSMENT SERVICES
AWARD OF CONSULTANT SERVICES AGREEMENT
SUPERVISORIAL DISTRICTS 2, 3, AND 5
3 VOTES**

IT IS RECOMMENDED THAT YOUR BOARD:

As the governing body of the Los Angeles County Waterworks Districts:

Award and authorize the Director of Public Works to execute an agreement with Tetra Tech, Inc., to provide vulnerability assessment services to the Los Angeles County Waterworks Districts Nos. 29, Malibu, and Marina del Rey; 36, Val Verde; 37, Acton; and 40, Antelope Valley, for a not-to-exceed fee of \$325,852, to be funded through the District's Accumulative Capital Outlay (ACO) Funds, and establish the effective date following Board approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

We are recommending that your Board authorize the Director of Public Works to execute a Consultant Services Agreement with Tetra Tech to prepare Vulnerability Assessments for the nine water systems within the Los Angeles County Waterworks Districts and establish the effective date following Board approval.

On June 12, 2002, the U.S. Congress passed legislation mandating that all water systems serving populations of 3,300 or more conduct Vulnerability Assessments of their infrastructure to identify malevolent risks posed to water supply, treatment, and distribution facilities. In compliance with this mandate, the recommended agreement will allow Tetra Tech to conduct Vulnerability Assessment studies and prepare reports for the nine water systems within the Districts in accordance with guidelines established by Sandia National Laboratories and the U.S. Environmental Protection Agency. The Vulnerability Assessment will identify prudent, cost-effective measures and improvements to be undertaken by the Districts to provide a reasonable level of security and safety for continued uninterrupted delivery of water to its customers.

Implementation of Strategic Plan Goals

This action meets with the County Strategic Plan Goal of Service Excellence as this action will help prepare an action plan to reduce the risk of a malevolent act against our critical facilities and help provide reliable water service to our customers.

FISCAL IMPACT/FINANCING

There will be no impact on the County's General Fund as a result of this action.

The recommended agreement is for a not-to-exceed fee of \$325,852, including \$29,623 for unforeseen additional work which may arise during the progress of work. Additional work within this allowance will not be performed without prior written authorization from the Director of Public Works. Sufficient funds are available in the Fiscal Year 2002-03 Waterworks Districts' ACO Funds for award of the recommended agreement. The cost for each fund will be allocated as follows: Waterworks District No. 29, Malibu, ACO Fund N33 - \$107,800; Waterworks District No. 36, Val Verde, ACO Fund N47 - \$11,846; Waterworks District No. 37, Acton, ACO Fund N50 - \$35,538; Marina del Rey, ACO Fund N59 - \$4,400; and Waterworks District No. 40, Antelope Valley, ACO Fund N64 - \$166,268.

The Project Schedule and Budget Summary are included as enclosures A and B.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified, displaced County employees will be included.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for award of this agreement, Tetra Tech is willing to consider Greater Avenues for Independence Program/General Relief Opportunities for Work (GAIN/GROW) participants for future employment.

Tetra Tech is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Jury Service Program).

ENVIRONMENTAL DOCUMENTATION

Awarding this agreement will have no environmental impact. The appropriate environmental documentation will be completed prior to returning to your Board to request authorization to construct the project.

CONTRACTING PROCESS

On October 10, 2002, a Request for Proposals was issued to 66 firms. Thirteen firms submitted proposals for review and evaluation. The proposals were evaluated by a panel of members from Public Works based on technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. These evaluations were completed without regard to race, creed, color, or gender. Based on the review and evaluation of the proposals, Public Works found that Tetra Tech is the best qualified.

Tetra Tech's Community Business Enterprise participation data and three-year contracting history with the County are on file with Public Works.

As requested by your Board on February 3, 1998, and to further increase consultant awareness of contracting opportunities with Public Works, the Request for Proposals was posted on the County's website for upcoming bids. The bid webpage solicitation is included as Enclosure C.

Public Works has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to the recommended agreement as this agreement is for non-Proposition A services.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects during the performance of the recommended services.

The Honorable Board of Supervisors
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CONCLUSION

Please return one adopted copy of this letter to Public Works, Waterworks and Sewer Maintenance Division.

Respectfully submitted,

JAMES A. NOYES
Director of Public Works

GE:nm
BDL2130

Enc.

cc: Chief Administrative Office
County Counsel
Department of Public Social Services (GAIN/GROW Program)

December 2002

ENCLOSURE A

VULNERABILITY ASSESSMENT (VA) SERVICES

I. ESTIMATED PROJECT SCHEDULE

| Project Activity | Scheduled Completion Date |
|---|--|
| Project Needs Assessment | * |
| Project Feasibility | * |
| Project Program | * |
| Study Phase - Contract Execution - VA Report Submittal (District No. 40 only) - Final VA for all Districts | December 2002 March 2003 June 2003 |
| Construction Bid and Award | N/A |
| Construction - Substantial Completion - Acceptance | N/A N/A |
| Post Construction | N/A |

*Indicates completed activity

December 2002

ENCLOSURE B

VULNERABILITY ASSESSMENT SERVICES

II. PROJECT BUDGET SUMMARY (estimate)

| Budget Category | Proposed Project Budget |
|--|-------------------------|
| Land Acquisition | N/A |
| Construction a) Construction b) Change Orders Subtotal | N/A |
| Equipment | N/A |
| Plans and Specifications (included in design services) | N/A |
| Consultant Services | \$296,229 |
| Miscellaneous Expenditures a) Blue Print/Reproduction Services (included in design & construction management) b) Legal Advertisement Subtotal | N/A |
| Jurisdictional Review and Plan Check (included in construction management services) | N/A |
| County Services | N/A |
| Project Management | \$ 15,000 |
| TOTAL | \$311,229 |